



**City Council
Pre-Agenda Meeting
Tuesday, July 12, 2005
4:00 P.M.**

The regularly scheduled Pre-Agenda Meeting of the Trinity City Council was held on Tuesday, July 12, 2005 at Trinity City Hall, 6701 NC Highway 62, Trinity, NC 27370.

MEMBERS PRESENT: Mayor, Jimmy Shore; Council members Phil Brown, Barbara Ewings, Barry Lambeth, Bob Labonte, Dwight Meredith, and Edith Reddick.

MEMBERS ABSENT: Council Members Karen Bridges and Miles Talbert.

OTHERS PRESENT: City Manager Ann Bailie; City Attorney, Bob Wilhoit; City Planning/Zoning Code Enforcement Administrator, Adam Stumb; City Clerk/Finance Officer, Debbie Hinson; City Engineer, Randy McNeill; and other interested parties.

ITEM 1. Welcome

Mayor Shore called the July 12, 2005 Regular Pre-Agenda Meeting of the Trinity City Council to order at 4:00 pm and welcomed everyone present.

ITEM II. Invocation

The invocation was given by Council member Lambeth.

*****Mayor Shore discussed with Council and Attorney Wilhoit the lack of Agenda Items for the July Regular Meeting. Attorney Wilhoit advised Mayor and Council members that action could be taken on any items listed on the Agenda that Council desired to take action on. For those items that no action is taken on they can be postponed and added to the August Agenda if the July meeting is cancelled due to the lack of Agenda Items. After discussion, it was the consensus of Council to take action on items that was needed for the month of July and to move to the August Agenda those things that did not need action. It was also consensus of Council members to cancel the July 19, 2005 Regular Meeting of Council.*****

ITEM III. Improvements to City Hall (Randy McNeill and Martin Senell)

Mayor Shore opened this item and turned the discussion over to Mr. McNeill and Mr. Senell.

Mr. McNeill introduced Mr. Senell to review the two floor plans with Council that had been drafted. Mr. Senell reviewed both Option 1 and Option 2 as outlined in the information included in the Council packet.

Mr. McNeill discussed the Budget for parking lot revisions as included in his letter also included in Council's packet.

Mayor Shore, Council members, Manager Bailie, Mr. McNeill and Mr. Senell discussed the design of the septic system, the long range plan for the city and its plan for the use of its current location and building. Mr. Senell asked Council if a new City Hall Building was planned within 10 years. If so do you want to add this addition, and how will the existing building be used? There is the option to design a new city hall and design the meeting room and bathrooms as a wing to be added to the City Hall. Mr. McNeill advised Board members that the parking lot could be arranged to suit the addition as well as any new City Hall building that may come later.

There was further discussion among Council members concerning the 2 options presented and what would better suit the city at this time as well as the long range plan and how the existing building might be used in the future if renovations were made.

Mr. Senell advised Council that if they wanted to do a separate building at a later date they needed to design the balance of the building through the design plan so the total project would complement each other. There was discussion concerning the approximate cost and if a location needed to be picked prior to the design. Mr. Senell advised Council it was preferable to pick the site prior to design so the building could be designed to accompany the site location. The best option is to develop a master plan for the entire property. This will give you direction on how you would like to see your property developed, help you locate the correct entrance and plan for parking on the property. Building sizes can shift and move with a master plan. This will also help you locate the correct entrance and plan for parking on the property and allow you to design the wing so that it would look appropriate with the current structure and complement your future structure.

After extensive discussion on how Council would like to proceed with this project, it was the consensus of Council to form a committee to review and investigate the options available. Mayor Shore called for volunteers for this committee to work with Manager Bailie to discuss the options and bring recommendations and questions to Council.

The following persons were named to serve on this committee :
Dwight Meredith, Barbara Ewings, Miles Talbert, and Manager Bailie.

ITEM III-A Mayor Shore discussed the memo placed at Council's seat regarding a change order for sewer extension into the Shadydale Acres Drive area. Most of the work in the change order is Grant Eligible. Mayor Shore called for a motion to add this item to the Agenda.

Motion to Amend the Agenda to include under new business Item 11 Change Order # 2 in the Amount of 256,109 for Sewer Extensions in Shadydale Acres Drive Area by Council member Reddick, seconded by Council member Ewings and approved unanimously by all Council members present.

IV. Proposed Items for the July 19, 2005 Regular Meeting of the Trinity City Council

Mayor Shore called for a motion to move these items to the August 2005 Agenda.

Review and Approval of Minutes

- 1. June 14, 2005 Pre-agenda Meeting**
- 2. June 21, 2005 Regular City Council Meeting**

Motion was made by Council member Ewings to move these items to the August 2005 Agenda due to the cancellation of the July 19, 2005 Meeting. The motion was seconded by Council member Meredith and approved unanimously by all Council members present.

Proclamations/Recognition

- 3. Recognition of Paula Peace for service on Planning & Zoning Board (Ann Bailie)**

Mayor Shore called for a motion to move this item to the August 2005 Agenda.

Motion was made by Council member Brown to move this item to the August 2005 Pre- Agenda Minutes due to the cancellation of the July 19, 2005 Meeting. The motion was seconded by Council member Labonte and approved unanimously by all Council members present.

Unfinished Business

- 4. Funding request for Trinity-Hardee event (\$1,500) (tabled from last month)**

Mayor Shore opened this item and advised Council that this group was still working on acquiring Insurance. Since that has not been done and no action is needed this month we may want to table this item until a later date

Motion was made by Council member Brown to table this item indefinitely, seconded by Council member Labonte and approved unanimously by all Council members present.

New Business

- 5. Fire protection services recommendation to County Commissioners (Ann)**

Mayor Shore opened this item for discussion and or action.

Council member Brown discussed the information furnished by Ms. Scotton at the Pre-Agenda meeting held in June concerning the increase on taxes to residents located outside the city.

Council member Brown made a motion to Table the Resolution made to the Randolph County Commissioners indefinitely, seconded by Council member Meredith, and approved unanimously by all Council members present.

6. Rescind and Amend June Motion Authorizing Funding for Flag Purchases (Debbie Hinson)

Mayor Shore opened this item and asked Ms. Hinson to brief Council.

At the June meeting, Council approved a \$200 donation to the Trinity Historic Preservation Society for the purchase of American flags to be displayed along NC 62. The actual cost of the flags was \$285.80. If it is Council's intention to pay the entire cost of the flags, it would be proper procedure to rescind the previous motion and amend it to reflect a contribution of \$285.80.

Attachments: Receipts for flags and hardware.

Motion was made by Council member Brown to rescind the motion from the June 21, 2005 meeting and to change the motion from an award of \$200.00 to an award of \$285.80 The motion was seconded by Council member Labonte and approved unanimously by all Council members present.

7. Mileage Reimbursement Request (Barbara Ewings)

Mayor Shore opened this item and asked Council member Ewings to brief Council.

Council member Ewings advised Council she was asked to participate in this program that takes place in Star, NC. We meet one (1) time per month. This is an 8 month course and I have already attended two (2) sessions. Facilitators are brought in from other states to teach us how to start tourism in our cities. I was granted a scholarship for this program. I am requesting that Council consider authorizing mileage reimbursements for my participation in this course since I am acting as a representative for the City of Trinity.

Council member Meredith made a motion that the City reimburse Council member Ewings her gas mileage to attend this course, seconded by Council member Labonte, and approved unanimously.

8. Resolution for Participation in Property and Liability Insurance Program Administered by NC League of Municipalities (NCLM) (Debbie)

Mayor Shore opened this item and asked Ms. Hinson to brief Council on this request.

Ms. Hinson advised Council that this Resolution addressed changes made to the Liability Insurance Program and were defined in the rewritten agreement effective July 01, 2005. The major changes to the agreement are listed on the attachments in your packet and are defined as follows, however, the essential intent of the original agreement is not changed.

- **Section II that identifies the powers, duties, liability and indemnity of the MIT Board of Trustees. This section now provides a more complete list of the duties and powers of the trustees.**
- **Section IX requires a one (1) year commitment of participation in the Trust and is no longer implied but clearly stated.**
- **Attached listing of the headings with a listing of the corresponding paragraphs from the original agreement.**

Ms. Hinson advised Mayor Shore and Council members this same explanation applied to Item 09; Resolution for Participation in Workers' Compensation Insurance Program and Item 10; Resolution for Participation in Health Benefits Program both administered by the North Carolina League of Municipalities.

9. Resolution for Participation in Workers' Compensation Insurance Program Administered by NCLM (Debbie)

10. Resolution for Participation In Health Benefits Program Administered By NCLM (Debbie)

Mayor Shore called for a motion to approve the Resolutions for Items 8, 9, and 10 as discussed by Ms. Hinson.

Council member Ewings made a motion to approve the Resolutions for Items 8, 9, and 10, seconded by Council member Brown and approved unanimously by all Council members present.

11. Change Order # 2 in the Amount of 256,109 for sewer extensions in Shadydale Acres Drive Area.

Mayor Shore opened this item and asked Mr. McNeill for comments.

Mr. McNeill advised Council this request was part of the Original Phase I (3 million dollar grant) and an effort to expend all of the monies possible that were awarded in the Grant. If this expenditure is approved, there will be a remaining balance of +/- \$100,000.00. It may be difficult to have anything else approved to use this balance on, however we will pursue all avenues that will allow the City to take advantage of all of the money that was available in the original grant.

We have designed this project and are beginning to acquire the easements. If Council approves this request we ask that the motion to approve the change order be subject to approval of the same by Construction Grants and Loans.

After a brief discussion, *Council member Meredith made a motion to approve the change order based on the stipulation that the same change order was approved by Construction Grants and Loans. The motion was seconded by Council member Lambeth and approved unanimously by all Council members present.*

Additional Pre-Agenda Meeting Business

ITEM V. Business from Mayor and Council

The following was discussed by Mayor Shore

COAT

Mayor Shore thanked everybody that helped with food drive. Archdale had \$850.00 in money and 153 pounds in food. Mayor Shore stated that he was not sure how much money Trinity had acquired; however, Trinity had 14,570 pounds of food.

Mayor Shore discussed the donations and efforts by David Payne, owner of Quality Salvage Industries in helping to make this event a success. His donations as well as the amount of food that he sold to us for our \$350.00 amounted to approximately ½ of the food Trinity collected.

Plaque Honoring a 100 year Old Citizen

Mayor Shore advised Board members that Paula Peace's mother-in-law, Ms. Lonnie Peace, would be 100 years old on July 18, 2005. He said that he planned to attend the party being given by her family in celebration of this occasion on Saturday, July 17, 2005 and would present the plaque to her from the at that time.

Business from Council

Council member Ewings advised Council that Red Cross had requested that she go to Florida to assist the hurricane victims and that she would be leaving Monday morning. She asked that Council keep her in their prayers.

ITEM VI. Business from City Manager

Manager Bailie discussed the following items:

Collection of Fees for Sewer Service

Manager Bailie advised Council that when an existing residence signed up for sewer service Randolph County provided the City a Certificate of Compliance. We use this to initiate the billing process. However, the County has not provided this information to us for all new development. We have identified 8 residences that have paid their tap fees, and hooked into the sewer but have not been billed for sewer services. Some of the users are recent and some have been hooked into the system for 10 to 12 months. I have talked with Davidson Water and Randolph County representatives to develop a system to prevent this from reoccurring in the future.

There was conversation between Council members, Mayor Shore and Manager Bailie concerning how to proceed and whether or not the City needed to try to recoup lost revenues. Council member Labonte suggested that a Chart or Graph be developed to indicate building or construction that was taking place in Trinity Manager Bailie advised Mayor Shore and Council members that she had contacted Paxton Arthurs with Randolph County and discussed the possibility of the County providing a monthly report to the City of Trinity concerning what construction was taking place within the City of Trinity.

After further discussion, *Council member Ewings made a motion to start billing identified residents from mid June for sewer, seconded by Council member Lambeth and approved unanimously by all Council members present.*

ITEM VII. Adjournment

Prior to adjournment, Mayor Shore reminded Council the Regular Council Meeting scheduled for Tuesday, July 19, 2005 had been cancelled due to the lack of Agenda Items. The items listed on this Agenda that had no action taken were moved to the August Agenda by motion and vote. With no other business to discuss, Mayor Shore called for a motion to adjourn the July 12, 2005 Pre-Agenda Meeting.

Council member Ewings moved to make a motion to adjourn the July 12, 2005 Pre-Agenda Meeting. The move to motion was seconded by Council member Meredith and approved unanimously by all Council members present.

These minutes were approved by the Trinity City Council at their Regular Meeting on August 16, 2005 as written with no changes by motion of Council member Meredith, seconded by Council member Ewings and approved unanimously by all Council members present.